



Weare Public Library

10 Paige Memorial Lane

P. O. Box 227

Weare, NH 03281

Phone: (603) 529-2044

Fax: (603) 529-7341

E-mail: wearepl@comcast.net

Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Jill Tacy, Secretary

Paul Marsh, Alternate

Terri Wahnowsky, Alternate

Christine Hague, Director

Minutes

Board of Trustees Meeting

Thursday August 5, 2010

Present: Ray Kelly and Jill Tacy, Trustees; Paul Marsh and Terri Wahnowsky, Alternate Trustees; Christine Hague, Director.

The meeting was called to order at 6:31

Acceptance of Minutes:

Meeting minutes were reviewed, Chair Kelly moved to accept the minutes of the July 1, 2010 meeting, Secretary Tacy seconded and all were in favor.

Public Hearing:

A public hearing came to order at 6:37 pm. to accept \$1017.45 in funds from donations, income generating equipment and other (see attached table). Chair Kelly moved to accept the funds, Alternate Wahnowski seconded the motion and all were in favor. The public session ended at 6:39 pm.

Reports:

Director's Report

Dir. Hague reported that the Summer Reading program was a success. The Friends discussed holding a bulb sale put on by the Historical Society and Friends. The Historical Society will again sell daffodils and the friends will sell hyacinth and iris bulbs. The Friends paid for performances by Steve Blunt, and Mad Science, as part of the Summer Reading Program. The Friends are finalizing plans for the August 28 book sale. For staff development in July, all library staff have had sexual harassment training. Maintenance on the grandfather clock was completed by Stephen Sandborn with most of the funding provided by a gift from Helene Kurk. A crew of ten from the Hillsborough County Corrections Volunteer Program worked at the library to clean, weed and mulch the gardens. They did an outstanding job. They were able to come another day to paint our generator and book drop. Both add a finishing touch to the yard work and will be protected from rust. Asbestos quotes have come in and were reported to the Board of Selectman. Two masonry estimates for the work to be done on the Paige section of the exterior brickwork were received. Sherwood Masonry will also submit an estimate. Dave Kittredge submitted \$6,000 and ProPoint Restoration LLC submitted \$15,300. The only work not mentioned in the Kittredge estimate was replacement of steel lintels over the windows. We have one estimate of \$ 3645 for painting the exterior windows, and one other contractor has looked at the building. We do not have a current cost for removal of lead paint.

Old Business:

Roof repairs/replacement

Shingles have fallen off the library roof. The Trustees would like to look into whether there is asbestos in the shingles should the roof need to be repaired. Director Hague will have one of the shingles tested for

asbestos and report back to the trustees. A test for lead in the window paint will also be pursued before the bids for the windows are finished. Director Hague will also talk to Ed Blancher about what it might cost to do the roof.

Report from July 6th Meeting with the Board of Selectmen

The masonry and windows on the outside of the library will be done. We would like to look at the structural project as well. Director Hague and Chairman Kelly have discussed this with the Board of Selectmen. Director Hague is working on getting additional quotes for these projects and will then send the capitol reserve request paperwork to the Board of Selectman. The time frame for the structural project will most likely be moved back into November instead of October as originally planned. This is due to a longer reporting period with RPF Associates. They are scheduled to come to the library on August 11 to test for asbestos but won't report out for up to 20 business days. This testing information is required before we can move forward as a positive test will significantly impact the cost of the project.

Financial Review

Director Hague shared and reviewed the financial statement for 2010 special accounts and funds. It was discussed that we only gross budgeted \$2000 last year however we have more than that in these accounts. We may want to discuss increasing the amount we gross budget next year. This may need to be done through a separate warrant article.

The Trustees began thinking about and discussing building a proposed budget for 2011. Programming was discussed. Libraries are now offering programs and people are expecting to come to the library and stay for something. We need to think about our vision and direction with this as changes in programming would impact staffing. The postage line of the budget may also need to be increased as the cost of postage will increase again in January. It was also discussed that with increased cell phone use many of the calls made for overdue books are now long distance calls as many cell phones are in Concord and accrue a long distance charge. This should also be considered for the 2011 budget. Another area to look at is the wage line and the possibility of raises. Our current wages are low and are not competitive with other libraries. Cost of living raises have not been put into the default budget in the past so our wages are falling further and further behind.

New Business:

New circulation Software Purchase

We are due for new circulation software. The public would like online access to renewing books and viewing circulation. The Trustees have approved the purchase of a new server. Director Hague received an e-mail offering to donate a computer that could be used as a server. This might free up some money that could be used for purchasing circulation software. It was suggested that Director Hague discuss this donated server versus purchasing a new PC that could be used as a server with Jeff, who provides the Library's computer support. The Trustees suggested taking the donated server to use as a backup or firewall system.

Possible Warrant Articles

A new warrant article in order to be able to use money from the special accounts and funds. See discussion above in Old Business.

Staff Changes and Concerns

Holley Gamache has given her resignation. She has been working 2 hours a week. Director Hague has opened this position up to current employees.

An employee spoke with Director Hague about bringing back the \$1 a day fine for overdue visuals or DVDs. This was a policy that had been in place 9 or 10 years ago. The Trustees discussed this. The Trustees are not in favor of bringing back the fine. It was discussed that if patrons have overdue visuals or DVDs that their borrowing privileges be suspended until the items are returned or paid for.

Meeting adjourned at 8:30 pm.

Next Meeting

Thursday, September 2 2010 at 6:30 pm.

Respectfully submitted,

Jill Tacy, Secretary

/attachment